

AGENDA

City of Portland MM/AP User Group

Monday August 25, 2014, 2:30 – 4:30

Room C, 2nd floor, Portland Building



	Topic	Presenter	Time
1)	Welcome / Agenda / MM/AP Resources	Phil Marchbanks, EBS Support	5-10 min.
2)	Contracts <ul style="list-style-type: none"> • What is Contract Net Value? • MM04 Remaining Contract Balance BOBJ demo 	Celeste King, Procurement Services Chan Aaby, EBS Support	5 min. 10 min.
3)	Accounts Payable <ul style="list-style-type: none"> • GR-IR Clearing year end clean up - update 	John Maloney, Operational Accounting	5-10 min.
4)	Goods Receiving <ul style="list-style-type: none"> • Partial return/cancellation demo • What to do if the OK box is greyed out? 	Phil Marchbanks - EBS Support Phil Marchbanks - EBS Support	5-10 min. 1-3 min.
5)	Accounts Payable <ul style="list-style-type: none"> • Vendor overpayment refunds – documentation • Payment review – what we check, reasons to block 	John Maloney, Operational Accounting Melissa Turner, Operational Accounting	5-10 min. 5-10 min.
6)	Requisitions/Purchase Orders <ul style="list-style-type: none"> • Year-end requisition and purchase order clean up update - cancel vs close requisition / delete versus delivery complete purchase order 	Denice Henshaw, Procurement Services	10-15min.
7)	Metrics <ul style="list-style-type: none"> • Trends in AP ACH vendor payments • What metrics are you interested in seeing? What's New <ul style="list-style-type: none"> • SAP performance improvements 	Melissa Turner, Operational Accounting Celeste, John, and Phil Phil Marchbanks - EBS Support	5-10 min. 5 min. 5 min.
8)	Q&A	Celeste, Denice, John, Melissa, and Phil	20 min.